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**UNITED STATES INTELLIGENCE BOARD**

**OFFICE OF THE EXECUTIVE SECRETARY**

12 October 1973

MEMORANDUM FOR USIB COMMITTEE CHAIRMEN

SUBJECT : DCI Attendance at Committee Meetings

1. The Director of Central Intelligence has advised that he wishes to attend a meeting of each USIB committee commencing in November. It is expected that he will remain for only part of the meeting. It probably will take several months for the DCI to complete a round of visits to all committees.

2. You are requested to advise the Executive Secretary, USIB by 26 October of the date, time and place in November or December of a committee meeting which you consider appropriate for Mr. Colby to attend. For convenience of scheduling, those committees which meet several times or more per month should designate at least two dates. Committees which normally do not meet in the CIA Hqrs Bldg should consider, if possible, scheduling a meeting in the Hqrs Bldg for the occasion of the DCI's visit.

3. This office will advise you when the DCI's visit to your committee is confirmed and be in touch if any other problems arise.



Executive Secretary

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